

DEPARTMENT OF TRANSPORTATION  
**Transportation Maintenance Crew Leader (Tree Maintenance)**  
Bureau of Highway Operations  
Winsted Maintenance and anticipated Danbury Maintenance

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

Open To: Candidates on current Examination List  
Location: Winsted Maintenance and anticipated Danbury Maintenance  
Job Posting No: 0028307 and 0099884  
Hours: 37.50 hours per week  
Salary: TC - 20: annual \$55,361.00 to \$70,892.00  
Closing Date: September 10, 2015

**Eligibility Requirement:** Candidates must have applied for and passed the examination for Transportation Maintenance Crew Leader (Tree Maintenance) and be on the certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer.

**Position Description:** Plans crew workflow and determines priorities; schedules, assigns, oversees, and reviews work; establishes and maintains crew procedures; provides staff training and assistance; conducts or assists in conducting performance evaluations; acts as liaison with operating units, agencies, and outside officials regarding unit policies and procedures; may make recommendations on policies or standards; may prepare reports and correspondence; requisitions materials and equipment appropriate to the various jobs; participates in performing the duties of the crew; may do preliminary site inspection of assigned jobs; may be required to stand by for and respond to fire and/or crash emergency situations at State-owned airports; performs related duties as required.

**Knowledge, Skills, and Abilities:** Interpersonal skills; oral and written communication skills; ability to utilize computer software; some supervisory ability: TREE MAINTENANCE: Knowledge of tree and shrub planting and maintenance; skill in climbing and cutting trees.

**Special Requirements:** One (1) year of the skilled experience in the maintenance and control of trees and roadside growth.

1. Incumbents in this class will be required to accept assignment to emergency duties including snow and ice removal as required.
2. Incumbents in this class may be required by the appointing authority to possess and retain appropriate current licenses, permits and/or certifications.
3. TREE MAINTENANCE: appointment and retention is contingent on satisfactory completion of a proficiency test or tests administered by the department.

**Working Conditions:**

1. Incumbents in this class are exposed to extremes of weather conditions, to frequent lifting of heavy weights, to highly dangerous road and traffic conditions, including exposure to heights when working on bridges, to poison ivy, insect bites and allergy irritants during summer months, and to loud and potentially dangerous machinery.
2. The appointing authority may require completion of an asbestos removal program consistent with EPA guidelines for operations and maintenance during employment in this class. Incumbents may be required to use protective equipment such as respirators and safety goggles.

The results of this Interview process may be used to fill future Transportation Maintenance Crew Leader (Tree Maintenance) vacancies that may become available in District Four for a period not to exceed six (6) months from the date of the interview, or until the current Transportation Maintenance Crew Leader (Tree Maintenance) examination list expires, whichever occurs first.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit an application (State of Connecticut Application for Examination or Employment (CT-HR-12) and copies of last two service ratings by September 10, 2015, to:

**Department of Transportation  
359 South Main Street  
Thomaston, CT 06787  
Attn: Audrey Phelan, Administrative Assistant**

Incomplete applications where the required documentation is not submitted will not be considered for this position. Applications will be accepted by US Mail only and must be postmarked no later than the closing date indicated above. Due to the large volume of applications anticipated we are unable to provide confirmation of receipt or status updates during the recruitment process.

**An Affirmative Action/Equal Opportunity Employer**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.